

January 7, 2013
Curtis Hall

The **ORGANIZATION MEETING** of the **BOARD OF COMMISSIONERS** was held tonight at 8 p.m. The meeting was called to order by Acting Township Manager and Secretary Bryan T. Havir.

Staff present were Charlyn Battle, Human Resources Coordinator; John O. Hoover, Jr., Director of Parks and Recreation; Joseph G. O'Neill, Fire Marshal; and Bruce Rangnow, Acting Director of Fiscal Affairs.

Also present were Joseph Bagley, Esq., Solicitor; Stephen Burns, Finance Officer; and Carrie Turner, Library President. A Public Attendance List is attached.

1. The meeting was opened with the Pledge of Allegiance led by Mr. Haywood.
2. The Acting Secretary's Roll Call was answered by Ms. Hampton; Messrs. Haywood, McKeown, Norris, Portner, and Sharkey.
3. The election of the President of the Board of Commissioners was in order. Mr. Havir called for nominations.

It was moved by Mr. Portner that the name of Art Haywood be placed in nomination for President of the Board of Commissioners.

Hearing no other nominations, upon motion of Mr. Sharkey, the nominations were closed.

Mr. Haywood was unanimously elected President of the Board of Commissioners.

4. The election of the Vice President of the Board of Commissioners was in order. The President called for nominations.

It was moved by Mr. Haywood that the name of Mr. Portner be placed in nomination for Vice President of the Board of Commissioners.

Hearing no other nominations, upon motion of Mr. Sharkey, the nominations were closed.

Mr. Portner was unanimously elected Vice President of the Board of Commissioners.

5. Mr. Haywood addressed the meeting. He highlighted the accomplishments by the Board in 2012 as follows:

- The selection of a long-time Assistant Township Manager Bryan T. Havir as Township Manager.
- Adoption of an anti-discrimination ordinance that extends protection based upon sexual orientation.

- Televising of meetings of the Board of Commissioners and Standing Committee meetings on Comcast Channel 42 and Verizon Channel 1960 at 7PM on the Fridays and Saturdays following the meeting dates.
- Acceleration of sewer improvements, the lining of approximately 33,000 feet of sewer main to seal leaks, and the rehabilitation and relocation of existing pipe and damaged section that used to cross the Tookany Creek.
- Authorization of automated recycling collections that will commence April 1, 2013, which will increase the Township's recycling amounts while reducing long-term costs.
- The negotiation of a fair agreement with the Police Association on pay, health care and other matters that features a 1.5% pay increase in 2013.
- Initiation of an Army Corps of Engineers study to assess and recommend flood mitigation efforts for the Tookany Creek.
- Adoption of an Equal Opportunity Policy for all Township contracts.
- Adoption of ten (10) sustainability goals and funded energy conservation projects, all early steps in our anticipated Sustainable Cheltenham campaign.
- A partnership with Arcadia University in a program to support area businesses.
- Intensified focus on relocating the Public Works Facility to open up valuable land for redevelopment in a commercial center of the Township.
- Progress on updating the design for the Glenside Flood Control Project, Phase II.

Looking forward in 2013, Mr. Haywood anticipated the following:

- Adoption and implementation of a Sustainability Plan.
- Approval of flood control measures including the final design for the Glenside Flood Control Project.
- Update of the Township zoning to support thriving business districts.
- Finalization of a Sewerage Facilities Plan that incorporates vital improvements, and continue progress on relocating the Public Works Facility.
- Other challenges, including a hard, realistic look at future tax and sewer rates.

Mr. Haywood invited active public participation on all municipal matters and decisions. He stated that all meeting dates are published in the Township calendar that is mailed to every household each June and on the Township's website. He noted that it is possible to sign up to receive e-mail notifications about Township happenings via the "[E-Notifications](#)" link to stay informed.

6. The Oath of Office was administered to Bryan T. Havir as Township Manager in accordance with Section 701B of the Home Rule Charter. The Oath of Office was administered to Mr. Havir by the Honorable Christopher J. Cerski, Magisterial District Judge, Magisterial District 38-1-03, Montgomery County.

7. Upon motion of Mr. Portner, **Resolution No. 1-13**, approval of the Finance Officer's Bond for 2013, was unanimously adopted by the Board of Commissioners (see attached).

8. Upon motion of Mr. Portner, **Resolution No. 2-13**, approval of the Acting Director of Fiscal Affairs' Bond for 2013, was unanimously adopted by the Board of Commissioners (see attached).

Mr. Norris asked if said bond was a routinely renewed. Mr. Havir responded that it was.

9. Upon motion of Mr. Portner, **Resolution No. 3-13**, affixing the time and place of Regular Meetings of the Board of Commissioners of the Township of Cheltenham for 2013, was unanimously adopted by the Board of Commissioners.

10. Upon motion of Mr. Portner, the Board of Commissioners unanimously concurred with the following appointments made by the Board President to the **Standing Committees for 2013** in accordance with Section 401(c) of the Township's Home Rule Charter (see attached).

There being no further business, upon motion of Mr. Portner, and unanimously approved by the Board of Commissioners, the meeting was adjourned.



Bryan T. Havir
Township Manager

as per Anna Marie Felix

RESOLUTION NO. 1-13

BE IT RESOLVED that the Finance Officer secure a Bond to equate to 50% of the Tax Duplicate of the Township conditioned upon the faithful performance of his duties, the premium for said Bond to be paid pro-rata share by the Township.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Township of Cheltenham hereby authorizes the acquisition of the aforementioned Bond and that proof of said Bond be presented to the Township Manager.

RESOLVED AND ENACTED by the Board of Commissioners this 7th day of January, A.D., 2013.

BOARD OF COMMISSIONERS
TOWNSHIP OF CHELTENHAM



BY: _____
Art Haywood, President



ATTEST: _____
Bryan T. Havir
Township Manager and Secretary

RESOLUTION NO. 2-13

BE IT RESOLVED that the Acting Director of Fiscal Affairs secure a Bond in the amount of \$1,000,000 conditioned upon faithful performance of his duties, the premium for said Bond to be paid by the Township.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Township of Cheltenham hereby authorizes the acquisition of the aforementioned Bond and that proof of said Bond be presented to the Township Manager.

RESOLVED AND ENACTED by the Board of Commissioners this 7th day of January, A.D., 2013.

BOARD OF COMMISSIONERS
TOWNSHIP OF CHELTENHAM



BY: _____
Art Haywood, President



ATTEST: _____
Bryan T. Havir
Township Manager and Secretary

RESOLUTION NO. 3-13

WHEREAS, the regular monthly meetings of the Board of Commissioners of the Township of Cheltenham for 2013 shall be on the third Wednesday of each month from January through December, at Curtis Hall, Church Road and Greenwood Avenue, Wyncote, Pennsylvania, except for the January meeting, which will be held on January 23, 2013. All monthly meetings will commence at 7:30 p.m. and run consecutively. Further, any month that the Board shall designate a different date and location for a meeting that it be advertised in a local newspaper at least seven (7) days before the meeting.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Township of Cheltenham hereby authorizes the above-cited schedule.

RESOLVED AND ENACTED by the Board of Commissioners this 7th day of January, A.D., 2013.

BOARD OF COMMISSIONERS
TOWNSHIP OF CHELTENHAM



BY: _____
Art Haywood, President



ATTEST: _____
Bryan T. Havar
Township Manager and Secretary



2013 STANDING COMMITTEES*

Public Safety

J. Andrew Sharkey - Chair
Kathy A. Hampton - Vice Chair
Charles McKeown - Member
Daniel Norris - Member
Morton J. Simon, Jr. - Member
Harvey Portner - Member

Public Affairs

Kathy A. Hampton - Chair
J. Andrew Sharkey - Vice Chair
Charles McKeown - Member
Harvey Portner - Member
Morton J. Simon, Jr. - Member
Daniel Norris - Member

Building and Zoning

Morton J. Simon, Jr. - Chair
Harvey Portner - Vice Chair
Kathy A. Hampton - Member
Charles McKeown - Member
J. Andrew Sharkey - Member
Daniel Norris - Member

Public Works

J. Andrew Sharkey - Chair
Art Haywood - Vice Chair
Kathy A. Hampton - Member
Charles McKeown - Member
Daniel Norris - Member
Harvey Portner - Member
Morton J. Simon, Jr. - Member

Finance

Daniel Norris - Chair
Morton J. Simon, Jr. - Vice Chair
Kathy A. Hampton - Member
Harvey Portner - Member
Charles D. McKeown - Member
J. Andrew Sharkey - Member

Parks and Recreation

Charles McKeown - Chair
Morton J. Simon, Jr. - Vice Chair
Daniel Norris - Member
Kathy A. Hampton - Member
J. Andrew Sharkey - Member
Harvey Portner - Member

Sinking Fund Commission

Art Haywood - Chair
Dan Norris - Vice Chair
Kathy A. Hampton - Member
Morton J. Simon, Jr. - Member
Charles D. McKeown - Member
Harvey Portner - Member
J. Andrew Sharkey - Member

Pension Board

Daniel Norris - Chair
Kathy A. Hampton - Vice Chair
Morton J. Simon, Jr. - Member
Charles McKeown - Member
J. Andrew Sharkey - Member
Harvey Portner - Member

School Board Liaison

Morton J. Simon, Jr. - Member
Harvey Portner - Member
Daniel Norris - Member

**The Board President serves as an Ex-Officio Member on all Standing Committees except where noted.*

PUBLIC ATTENDANCE LIST
BOARD OF COMMISSIONERS ORGANIZATION MEETING

Monday, January 7, 2013

8:00 p.m.

Curtis Hall

NAME (Please Print Clearly)	ADDRESS	E-MAIL/TELEPHONE
Mary Washington	Church Rd	
Bruce RANGLOW	118 Bancroft Rd	
Maureen HARR	Glenside	
Jean Johnston-Sten	1515 The Farmway	